SCOT LANES
Private Event Contract

Organization Name: _____
Date of Event: _____ **Start Time:** _____ **End Time:** _____
Representative: _____ **Box:** _____ **Phone:** _____ **Ext.:** _____
Address: _____ **City:** _____ **Zip:** _____
E-Mail: _____

Reservations can be made on the following days and times: Monday, Tuesday, and Thursday from 4 p.m.-12 a.m.; Wednesday from 4p.m.-8 p.m.; Friday from 4 p.m.-8 p.m.; Saturday from noon-6 p.m.; and Sunday from noon to midnight.
Rates include access to all bowling lanes, billiards, and table tennis.

C.O.W. Organization or Personnel (please check below):

	Up to 15 ☐	15-25 ☐	26-35 ☐	36 or over ☐
Sunday-Thursday☐	45/hour	$55/hour	$65/hour	$75/hour
Friday-Saturday ☐	$50/hour	$60/hour	$70/hour	$80/hour

Black lights and florescent pins are available for evening rentals at an additional charge of $30.00.
Please check the appropriate box: Yes ☐ No ☐

Rate (number hours x rate): _____

Black Lights and Florescent Pins: _____

***Please note that Personnel private parties will be charged sales tax.** **Tax (6.25%):** _____

Total Cost: _____

COW Account # to be charged: _____

Off-Campus Groups: Payment must be received one week prior to rental (please check below):

	Up to 15 ☐	15-25 ☐	26-35 ☐	36 or over ☐
Sunday-Thursday ☐	$55/hour	$65/hour	$75/hour	$85/hour
Friday-Saturday ☐	$65/hour	$75/hour	$85/hour	$95/hour

Black lights and florescent pins are available for evening rentals at an additional charge of $30.00.
Please check the appropriate box: Yes ☐ No ☐

Rate (number hours x rate): _____

Black Lights and Florescent Pins: _____

***Please note that Personnel private parties will be charged sales tax.** **Tax (6.25%):** _____

Total Cost: _____

Regulations:
- All Off-Campus Group bills must be paid one week prior to the day of the event.
- All tax exempt organizations must provide the appropriate paperwork one week prior to the day of the event.
- Groups with outstanding bills will not be able to enter into another contract.
- Food and drink are not allowed on the billiard tables or in the lane area.
- Scot Lanes is a smoke-free and alcohol-free facility.

In signing this agreement, I understand all of the guidelines which Scot Lanes has outlined for private parties, and I agree to abide by them. I understand that my organization is responsible for all costs listed here in addition to any damage that may occur or any special cleaning that may be necessary. Please sign below and return to:

Lowry Center and Student Activities
The College of Wooster
1189 Beall Avenue
Wooster, OH 44691

Reservations: 330-287-3745 (Scheduling Office)
Fax: 330-263-2060
E-mail: hdoherty@wooster.edu
Web site: http://www.wooster.edu/students/activities/lowry/scotlanes

Organization Representative: _____ **Date:** _____

Scot Lanes Manager: _____ **Date:** _____